Vision 3

Electronic MED3 User Guide

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Electronic MED3 Doctor's Statement

Introduction

We have developed a MED3 form in conjunction with the Department of Work and Pensions (DWP) which is completed electronically during a normal GP consultation from the MED3 Structured Data Area (SDA) in Consultation Manager. The MED3 form includes all the information that is currently held on the handwritten MED3 form that has been in use since 2010 (for which DWP has statutory responsibility). The new method will provide all practices with a more structured way of recording MED3 data.

In a future development, MED3 data will be collected and sent electronically to the Department of Work and Pensions (DWP) at regular intervals.

> **Note** - The completion of the MED3 SDA within Consultation Manager must comply to current Social Security (Medical Evidence) Regulations. A DWP guide to the current regulations can be downloaded from *www.dwp.gov.uk/healthcare-professional/guidance* *www.dwp.gov.uk/healthcare-professional/guidance*.

This user guide gives details of the following:

- How to add a MED3 – See *Adding a MED3 in Vision* (page 7)
- Printing a MED3 Statement – See *Printing the MED3 Form* (page 13)
- Saving a MED3 – See *Saving the MED3 Form* (page 13)
- Adding a Follow-on MED3 – See *Adding a Follow-on MED3* (page 15)
- Adding an Issue by Hand MED3 – See *Adding an Issue by Hand MED3* (page 15)
- How to issue a duplicate MED3 form – See *Issuing a Duplicate MED3* (page 17)
- Reprinting the MED3 form – See *Reprinting MED3 Forms* (page 17)
- Reporting and Interaction with Vision – See *Reporting and Interaction of MED3 Data* (page 18)

Overview

The MED3 Statement can only be created, edited and printed by GPs with a GMC Code. Non-clinical staff can print duplicate forms and add Issued by Hand data to the form, which can then be printed by the GP.

The steps below describe how to create a new MED3 statement and issue it to the patient:

- Login to Vision - Consultation Manager and selected a patient. Open a consultation.
- Add your consultation data as usual.
- Click Add - MED3, or right click on any existing medical history and select Create MED3 (practices using Problem orientated records should use this method to create a MED3).
- The Clinical Diagnosis and Diagnosis boxes are automatically populated if you have added a single medical history, or opened and active problem.
- Check Date of Recording, change as required. Select Type and Read term, then add a Diagnosis, any common approaches to aid return to work, comments and duration of sick note.
- Select Print Form to print the required MED3.
- Sign the printed form and give to the patient.

Switching On

England, Scotland and Wales

Full MED3 functionality is automatically enabled following installation of DLM 420.

Northern Ireland

Full MED3 functionality is automatically enabled following installation of DLM 480.

Adding a MED3 in Vision

> **Important –** Only GPs with a GMC code recorded in Vision can create and print new or follow-on MED3 statements.

To access the MED3 form area in Consultation Manager, and create an electronic MED3 form:

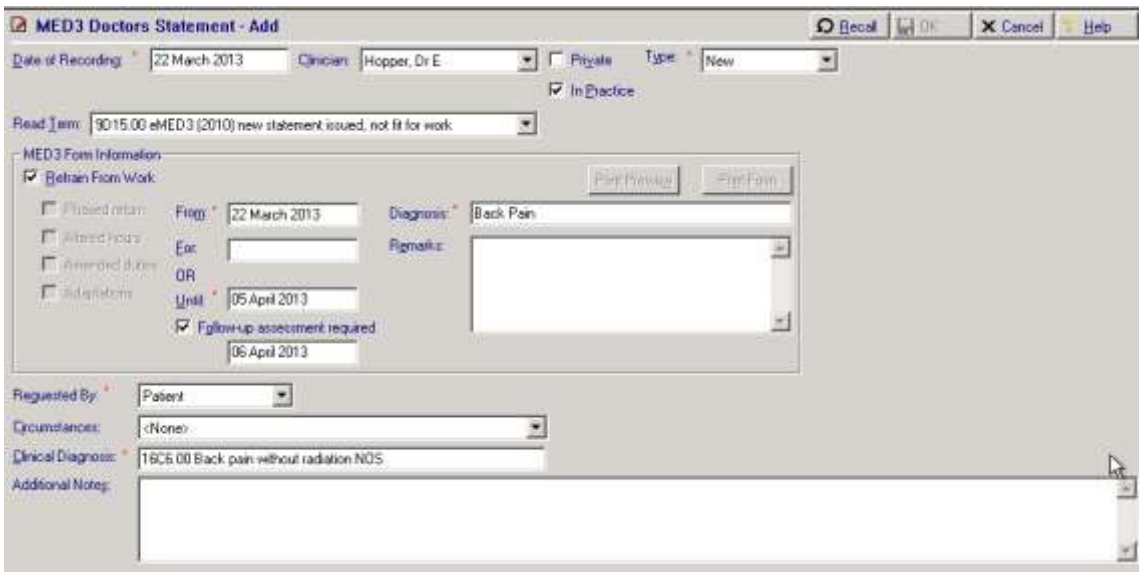
1. From Consultation Manager, select a patient and open a consultation.
2. First, enter data as you normally would during a consultation, or at the very least, a diagnosis or symptoms. If you open an active problem, the Problem Header Read term is used to populate the Diagnosis fields. See *MED3 Information* (page 9) and *Additional Information* (page 12) for further details.
3. To invoke the MED3 data entry form, use one of the following methods.
   - Select **Add – MED3**
   - Use the shortcut **ALT+a3**
   - Enter one of the qualifying MED3 Read terms, See *Standard Information* (page 8)

> **Note -** Practices using Problem orientated records should use the following method to create a MED3.

   - Right click on any existing MED3 data entry, select one of the following options:

     Create MED3

     Follow-on MED3, see *Adding a Follow-on MED3* (page 15)
4. The MED3 form appears for completion:



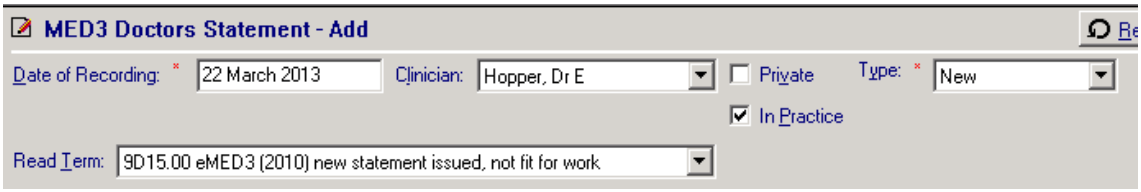
5. The MED3 Doctor's Statement form is arranged into the following four sections:

- Standard Information – See *Standard Information* (page 8)
- MED3 Information – See *MED3 Information* (page 9)
- Additional Information – See *Additional Information* (page 12)
- Printing the MED3 form – See *Printing the MED3 Form* (page 13)

6. Fill in the appropriate boxes. Mandatory entries are marked with a red asterisk.

Standard Information

This is the Vision standard information such as date, clinician and initial Read Term.



Date of Recording (ALT+d) – This is the date of the examination which has caused the MED3 to be issued. This field defaults to the current date. There is no limit to how far back the date can be, however, if the date is 26 weeks or more from the current date you are prompted: *"The date entered is more than 26 weeks ago. If this is correct, click Yes to confirm otherwise click No to re-enter."* Click **Yes** to confirm date is correct or **No** to return to the Date of Recording box to re-enter.

Clinician (ALT+l) - The GP authorising the MED3.

Private (ALT+v) and In Practice flags (ALT+p) - These can be selected/deselected to record the place of the recording and/or whether the certificate or patient is private.

Type (ALT+y) – Select one of the following options from the drop-down menu:

- **New –** create a new MED3 form to be printed and given to the patient.
- **Issued by hand –** record the details of a MED3 form you have handwritten. See *Adding an Issue by Hand MED3* (page 15) on page .

Read term (ALT+t) – The list of Read terms displayed varies in relation to the Type and Refrain from work selections. Select the appropriate MED3 Read Term from the picklist. The options are:

- **New**

  Refrain From Work selected:

  - **9D15.00 –** eMED3 (2010) new statement issued, not fit for work
  - **9D1B.00 –** MED3 (2010) not issued to patient
  - **9D1C.00 –** MED3 (2010) issued to patient

  Refrain From Work deselected:

  - **9D16.00 –** eMED3 (2010) new statement issued, may be fit for work
  - **9D1E.00 –** MED3 (2010) issued – recommend phased return to work
  - **9D1F.00 –** MED3 (2010) issued – recommend altered hours
  - **9D1G.00 –** MED3 (2010) issued – recommend amended duties
  - **9D1H.00 –** MED3 (2010) issued – recommend workplace adaption

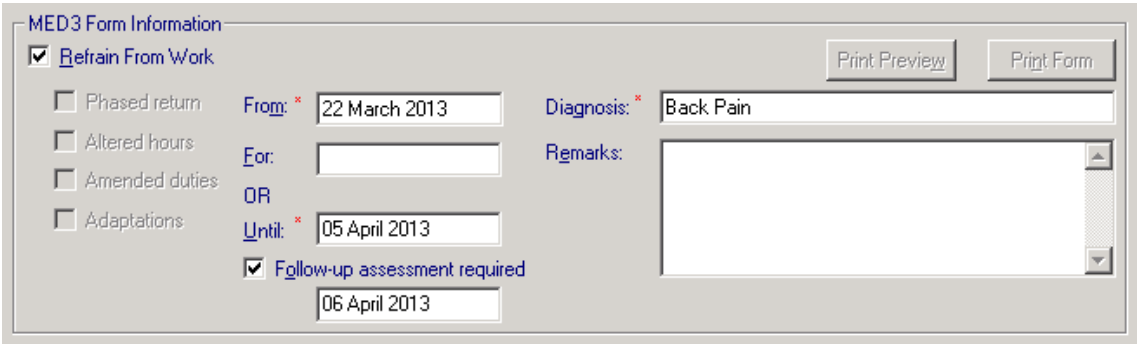
- **Issued by hand**
  - **9D19.00 –** MED3 (2010) issued by hand, not fit for work
  - **9D1A.00** – MED3 (2010) issued by hand, may be fit for work

Note – The following Read codes may still be used to invoke the Med3 data entry form, but will not populate the Read term field:

9D1 MED3 - Doctor's Statement	9D13 MED3 not issued to patient
9D11 MED3 issued to patient	9D14 MED3 issued – back to work
9D12 MED3 duplicate issued	9D1Z MED3 NOS

MED3 Information

Data added to the MED3 Information section (excluding follow-up assessment details) will print on the MED3 form. The Print Preview and Print Form buttons will remain inactive until all the required fields are filled and the correct criteria met.



Refrain from Work (ALT+r) – The Refrain from Work box is ticked by default, indicating that the patient is not fit for work. When selected the following also occurs:

- **From, For** and **OR Until** boxes become active (see below)
- The Read term **9D15.00 – eMED3 (2010) new statement issued, not fit for work** is selected

Deselect Refrain from work to indicate that the patient may be fit for work. The following optional selections can be made to indicate which (if any) work adjustments you feel would be beneficial to the patient. Tick one or more boxes:

- **Phased return** – This option indicates the patient may benefit from a phased return to work.
- **Altered hours** – Tick to indicate the patient may benefit from altered working hours.
- **Amended duties** – The patient may benefit from workplace adaptations to enable them to return to work.
- **Adaptations** – Tick the box to indicate the patient requires workplace adaptations to enable them to return to work.

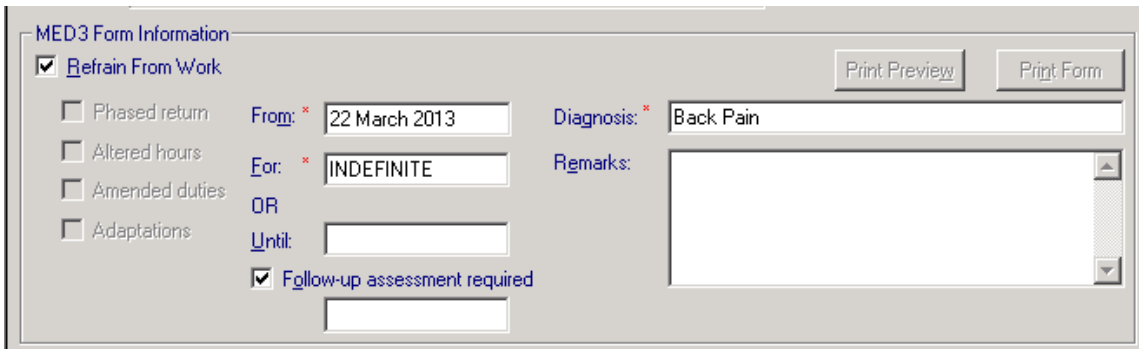
If you have deselected Refrain from work, the For and OR Until date fields are disabled and the **Remarks** box becomes mandatory, the Read term changes to **9D16.00 – eMED3 (2010) new statement issued, may be fit for work**. A more appropriate Read code can be selected from the drop-down list if required.

> **Note** - It is a DWP regulation that if you are recording a period of absence of under 15 days, the **From** and **Until** dates have to be completed.

From - The date here is populated to your system date and depicts the date that the Med3 starts. You can change this date as required.

For (ALT+f) - In the **For** box, you can enter the period the patient should refrain from work and it is stored like that. You can use the abbreviated date format, for example, type 7d (7 days), 1w (1 week) or 1m (1 month).

You can also record an indefinite period, type **i** or **indefinite** in the **For** box and press **Enter.** You are prompted: "*The period you have entered is valid if the patient has been unfit for work for 6 months prior to assessment. Click Yes to confirm if this is correct of click No to re-enter.*" Click **Yes** to continue.



OR Until (ALT+u) - In the **OR Until** box, the date is displayed - you can either enter the exact date the patient should refrain from work, or you can enter the abbreviated date format eg 1w, the date is then automatically calculated.

If you enter a **For** or **Or Until** time period longer than 3 months or 13 weeks from the date of recording, the following message appears: "*The period you have entered is valid if the patient has been unfit for work for 6 months prior to assessment. Click Yes to confirm if this is correct of click No to re-enter.*"

> **Note** - You must enter a duration or date into the For or OR Until boxes if you want to print the MED3. You are only permitted to fill in one of these boxes, so typing into either of the boxes will blank out the other.

Diagnosis (ALT+g) – Diagnosis may be populated initially (see Note below). If you add a Clinical Diagnosis, the Read term will be copied to the Diagnosis box (see *Additional Information* (page 12)). You can delete the existing entry and type any freetext comment you feel appropriate. Diagnosis is a mandatory field; you cannot print the MED3 without a diagnosis.

> **Note** – On opening the MED3 data entry form, a Read code may be displayed in the **Clinical Diagnosis** box (in the Additional Information section) and the Read term added as freetext to the **Diagnosis** box (in the MED3 Form Information section). If you have a problem open, the problem header Read code is used. If no problem is open and a single Medical History is added in the current consultation, the Read term is used to populate the diagnosis fields. If you create a new MED3 using an existing Medical History, the form is populated with the Read term from the entry used.

Remarks (ALT+e) - You can enter freetext in the Remarks box, (up to 800 characters if using Arial 8.5). If you have selected Refrain from work this is an optional field. However, if you deselected Refrain from work Remarks are mandatory.

Follow-up assessment required (ALT+o) - If you need to re-assess the patient's fitness for work at the end of this statement, tick the **Follow-up assessment required** box. You are prompted: "*The patient needs to be assessed again at the end of the period. Please arrange to review them.*" Click **OK** to continue.

> **Note –** This option is unavailable if any of the following apply: You haven't added a For or Until date. Or you add an Indefinite date. You also cannot enter a follow-up date in the past.

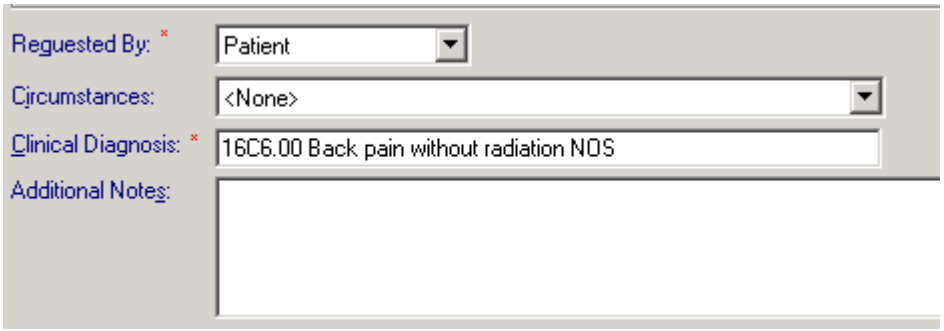
The follow-up date is automatically calculated and displayed. The printed MED3 Statement shows that a review is required. In *Search and Reports* (page 19) you can create a search to find any follow-up dates that are due.

Equation 1: Med3 Form Information Follow-up Assessment

> **Remember** - The **MED3 Form Information** contains the details that print on your MED3 form.

Additional Information

Additional information allows you to record additional details, the information can be viewed in Vision – Consultation Manager as part of the MED3 entry but is not included on the printed MED3 form.



Requested by (ALT+q) – This option allows you to record who the MED3 was requested by. The default is Patient, alternatively select one of the following options from the drop-down menu: GP, Both. Requested By is Mandatory.

Circumstances (ALT+i) – This is an optional field which allows you to record additional information regarding the MED3 request. Select one of the following options from the drop-down list:

- Clinically Appropriate – New
- Clinically Appropriate – Existing Illness
- On Waiting List For Investigation/Procedure/Op
- Should Have Been Hospital Generated – Post Op/OPD
- Should Have Been Hospital Generated – Trauma
- Social Reasons – E.G. Bereavement, Family Illness
- Addiction Problems – E.G. Alcohol, Substance Misuse
- Long Term Illness – E.G. Learning Difficulty, Blindness
- Employer Pressure – E.G. Denial of Sick Pay
- Patient Pressure – Included Threats Of Some Kind
- Clinically Inappropriate
- Within First 7 Days Of Illness So SSC1 (Self Certification)
- Social Problems (Not Medical) So Sickness Absence N/A
- No Clinical Evidence For Patient Request
- Patient Records Not Available – E.G. Temporary Resident

Clinical Diagnosis (ALT+c) – Clinical Diagnosis may be populated initially (see Note below). If not already populated, you can add a Clinical Diagnosis, full Read search functionality is available. Type the keyword or the Read Code and press enter to search for a Read code. If a freetext comment has not been added to the Diagnosis box, the selected Read term will be copied to the Diagnosis box. Clinical Diagnosis is Mandatory.

> **Note** – On opening the MED3 data entry form, a Read code may be displayed in the **Clinical Diagnosis** box (in the Additional Information section) and the Read term added as freetext to the **Diagnosis** box (in the MED3 Form Information section). If you have a problem open, the problem header Read code is used. If no problem is open and a single Medical History is added in the current consultation, the Read term is used to populate the diagnosis fields. If you create a new MED3 using an existing Medical History, the form is populated with the Read term from the entry used.

Additional Notes (ALT+s) – Is an optional field where you can enter further freetext as required.

> **Remember** - The information recorded under the **Additional Information** section of the electronic MED3 is for patient record purposes only, it is not printed on the MED3 form.

Saving the MED3 Form

To save the MED3 data entry form the following data must be recorded:

- **Type** – eg New, Duplicate, Issued by hand
- **Read Term** (select from the drop-down list)
- **For Or Until date**
- **Clinical Diagnosis**
- **Requested by**
- **Remarks –** This is required if Refrain from Work is deselected.

Click the **OK** button to save the data entry form. A saved statement that is unprinted can be edited and printed at a later date. See *Editing a MED3* (page 16) and *Printing the MED3 Form* (page 13).

> **Note –** The form can be printed prior to saving. However, once a MED3 statement has been saved and printed, it cannot be reprinted or changed. If required a duplicate statement can be issued, see *Issuing a Duplicate MED3* (page 17).

Printing the MED3 Form

1. Once you have filled in the required fields on the MED3 data entry form, click the **Print Preview (ALT+w)** button. A preview window opens displaying the MED3 form as a PDF document. This allows you to check the details prior to printing. Click **Close** when finished.
2. To print the MED3 click the **Print Form (ALT+n)** button. On the MED3 printout you will notice that Vision prints a 2D Barcode plus a unique ID at the bottom of the printed form.
3. The 2D barcode contains all information that is printed on the form. The unique ID is a unique identifier for the practice; it does not contain any patient information. This is also stored in Vision – Consultation Manager and can be viewed in the MED3 audit trail, see *Audit Trail* (page 19).

   The print button is inactive if:

   - If you have chosen the Read code **9D1B MED3 (2010) not issued to patient**.
   - There is no diagnosis and/OR Refrain from Work is checked with no date.
4. The MED3 Doctor's Statement is sent directly to the printer. See *Appendix* (page 20).
5. If the MED3 fails to print successfully, click the **Print Form (ALT+p)** button. You are asked "*This form has already been printed previously. Is this a re-print Operation?*" Select **Yes** to reprint.
6. The reprint will be sent directly to the printer.
7. If successful, check the MED3 details on the data entry form, add any additional information required, then click **OK** to save the MED3 form.
8. The entry is saved in the Journal in Consultation Manager.

Note - MED3 data entries can be filtered on the journal by selecting Miscellaneous in the Navigation Pane.

Printing MED3 Form – Wales

For practices in Wales, each time you select **Print Form** to print a MED3 you are prompted to select the appropriate language ie English or Welsh.

If Welsh is selected, the form is printed in Welsh, however, the data transferred from Vision eg Diagnosis etc will remain in English. See *Appendix* (page 20).

> **Note –** Read coded terms and items selected from drop-down lists cannot be printed in Welsh. However if Welsh comments are added to the **Remarks** box, they will be shown in Welsh on the printed form.

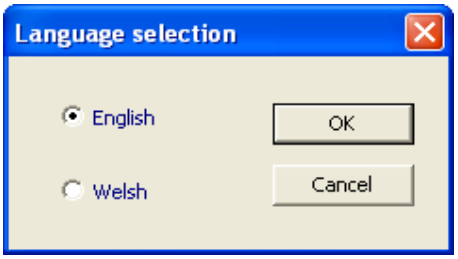


Figure 1: MED3 – Wales Select Language

Adding a Follow-on MED3

> **Note -** Only GPs with a GMC code recorded in Vision can create follow-on MED3 statements.

To create a follow-on MED3:

1. From Consultation Manager, select a patient and open a consultation.
2. Find the expired MED3 data entry form in the Miscellaneous section of the navigation pane.
3. Right click and select **Follow-on MED3.**
4. A new MED3 data entry form opens. The Diagnosis and Clinical Diagnosis fields are populated with the entries from the original MED3.
5. The start date of the new certificate will default to the expiry date of the previous Med3. The For/Or Until date is automatically calculated using the date of recording plus the period set in the original MED3.
6. Add any additional details, then print and save the MED3.

Adding an Issue by Hand MED3

> **Important –** Issued by Hand MED3 entries can be recorded by any member of staff. However, only GPs can print out the Issued by Hand MED3 statement.

If you have issued a MED3 during a home visit, you can record the details on your return to the practice. Issue by Hand MED3 forms can be printed by a Clinician if required.

To create an Issue by Hand MED3:

1. From Consultation Manager, select a patient and open a consultation.
2. Create a new MED3 data entry; see *Adding a MED3 in Vision* (page 7) for further details.
3. Select **Issued by hand** from the Type drop-down menu.
4. Select an appropriate Read Term from the drop-down menu.
5. Fill in the other required details.
6. If printed an "ISSUED BY HAND" watermark is added to the printout. See *Appendix* (page 20).
7. Click **OK** to save and close.

> **Note –** Issued by Hand MED3 statements cannot be duplicated.

Editing a MED3 Form

MED3 forms that have been saved but not printed can be edited. However, forms that have previously been printed and saved cannot be edited. If a duplicate form is required see *Issuing a Duplicate MED3* (page 17) for further details. All editions are recorded in Vision Event Log. MED3 has its own structured data area; you can find previous MED3 information under **Miscellaneous** in the navigation pane.

To edit an existing form:

1. From Consultation Manager, select the patient and open a consultation.
2. Find previous MED3 data entry forms under **Miscellaneous** in the navigation pane.
3. Right click, select Edit from the menu.
4. If the form has not previously been printed the MED3 information and Additional information can be amended. Make any necessary changes.

> **Note –** If you are unable to change the MED3 or Additional details, it means that the form has already been printed. For details of how to issue a Duplicate form see *Issuing a Duplicate MED3* **(page 17).**

5. Select **Print Form** to print the amended form, then **OK** to save the changes.

Issuing a Duplicate MED3

Duplicate MED3 forms can be printed by all Vision users with the appropriate access rights, in the following way:

1. From Consultation Manager, select the patient and open a consultation.
2. Find previous MED3 data entry forms under **Miscellaneous** in the navigation pane.

   Note – Issued by Hand statements cannot be duplicated.

3. Right click, select Edit from the menu. The existing printed MED3 Statement is displayed, the Type is automatically changed to **Duplicate.**
4. Select one of the following Read terms:
   - **9D17.00 –** eMED3 (2010) duplicate issued, not fit for work
   - **9D18.00 –** eMED3 (2010) duplicate issued, may be fit for work
   - **9D1D.00 –** eMED3 (2010) duplicate issued
5. Then click **Print Form**, the MED3 statement is printed with a Duplicate watermark. See *Editing a MED3 Form* (page 16) on page and *Appendix* (page 20) on page
6. Click **OK** to save and close.

Cancelling the MED3 Form

If you cancel the MED3 data entry form before it has been saved or printed, the following message appears:

> *"If this data entry form is cancelled there will be no record of the printing of the MED3 form and all printed forms should be destroyed. Do you wish to cancel the data entry?"*

Select **Yes** to cancel. Vision will cancel the MED3 data entry without recording any information. Select **No** to be taken back to the MED3 data entry form.

Note – This message will also appear if you edit a saved MED3 form to print or duplicate the form. If you click **Cancel** after printing/duplicating the original message will remain in Consultation Manager, but the print/duplicate details are cancelled.

Reprinting MED3 Forms

The MED3 Statement can be reprinted prior to saving. To Reprint the MED3 form from a current unsaved entry:

1. From the MED3 Doctor's Statement – Add form, select **Print Form**. Vision recognises that you have already printed the MED3. You are asked "*This form has already been printed previously. Is this a re-print Operation?* Select **Yes** to reprint or **No** or **Cancel** return to the MED3 add form.
2. The reprint of the MED3 form is sent directly to the printer.
3. Next, click **OK** to save the MED3 form.

> **Note –** Saved MED3 Statements which have previously been printed cannot be reprinted. To issue a duplicate see *Issuing a Duplicate MED3* (page 17).

Reporting and Interaction of MED3 Data

GP2GP - England

MED3 activity which is saved and attached to a patient's record will be included in the English GP2GP transfers.

Search & Reports

You can add the MED3 Doctors Statement entity to an Ad-Hoc search, and set your required criteria and print out a report to show the patients with qualifying data. Select **Add Entity,** open the All other Clinical Data – Miscellaneous folders, select **MED3 Doctors Statement** then click **OK.**

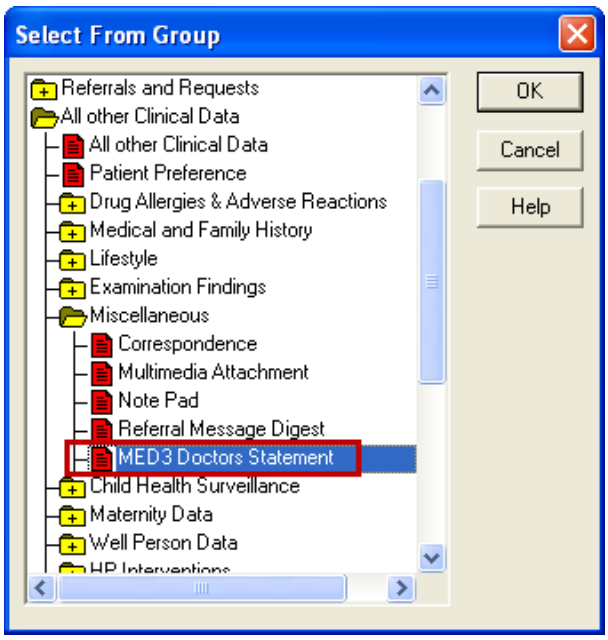


Figure 2: Ad-Hoc Search – Add Entity

Audit Trail

All data added in Consultation Manager has an audit trail. Select an existing MED3 entry and right click, select **Audit Trail**. All changes are marked in red.

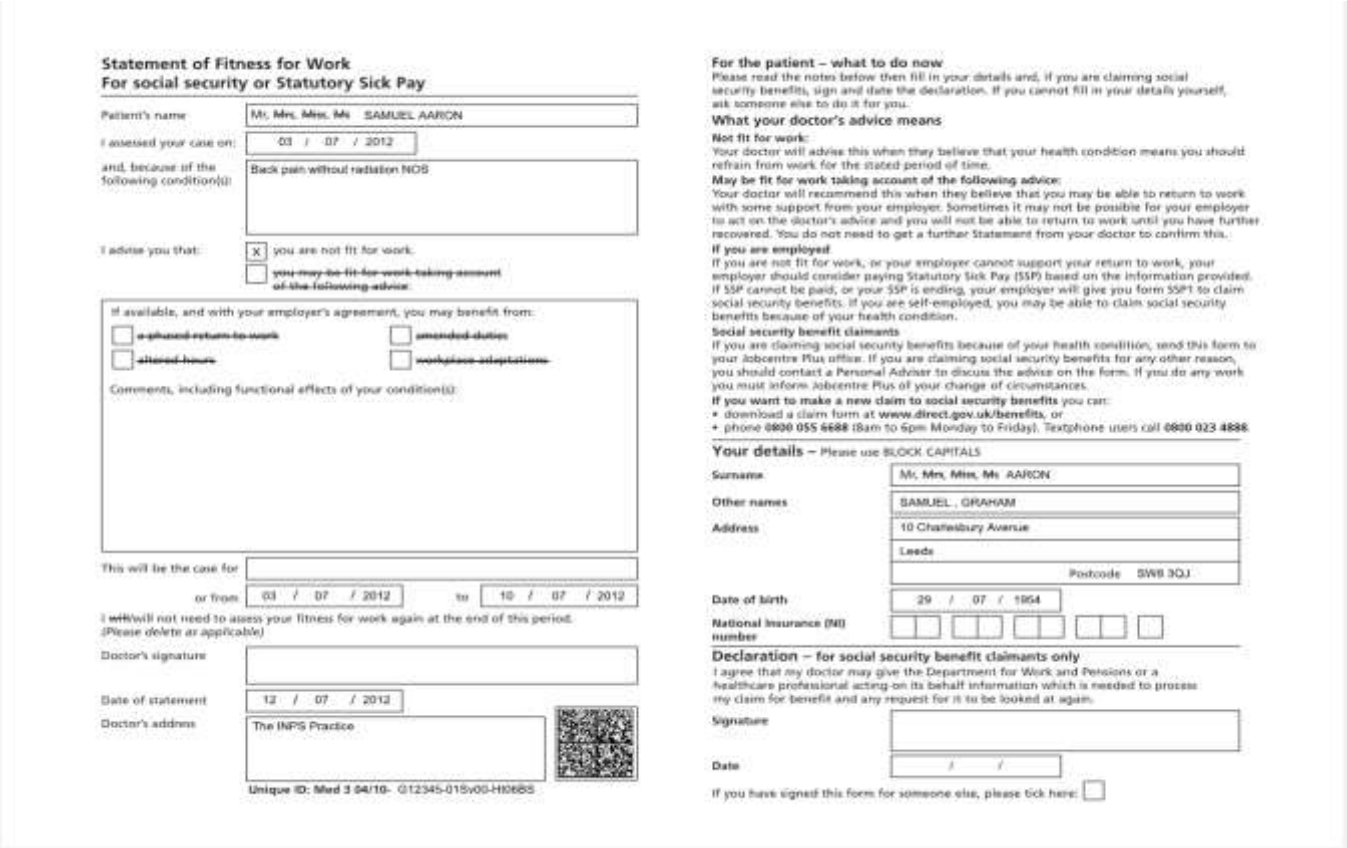
Event Log

Use the Event log to view all MED3 transactions:

1. From the main Vision menu select **Management Tools – Event Log.**
2. In the Event Type window, select **Other Events – MED3.**
3. All MED3 statements are listed.
4. Select a MED3 record, the details are displayed in the Detail window below.
5. Click **Close** when finished.

Appendix

MED3 Doctors Statement - New



Statement of Fitness for Work
For social security or Statutory Sick Pay

Patient's name: Mr, Mrs, Miss, Ms SAMUEL AARON

I assessed your case on: 03 / 07 / 2012

and, because of the following condition(s): Back pain without radiation NOS

I advise you that:
- [X] you are not fit for work.
- [ ] ~~you may be fit for work taking account of the following advice~~

If available, and with your employer's agreement, you may benefit from:
- [ ] ~~a phased return to work~~
- [ ] ~~amended duties~~
- [ ] ~~altered hours~~
- [ ] ~~workplace adaptations~~

Comments, including functional effects of your condition(s):

This will be the case for:
or from 03 / 07 / 2012 to 10 / 07 / 2012

I ~~will~~/will not need to assess your fitness for work again at the end of this period.
(Please delete as applicable)

Doctor's signature:

Date of statement: 12 / 07 / 2012

Doctor's address: The INPS Practice

Unique ID: Med 3 04/10- 012345-015v00-H0668S

For the patient – what to do now
Please read the notes below then fill in your details and, if you are claiming social security benefits, sign and date the declaration. If you cannot fill in your details yourself, ask someone else to do it for you.

What your doctor's advice means

Not fit for work:
Your doctor will advise this when they believe that your health condition means you should refrain from work for the stated period of time.

May be fit for work taking account of the following advice:
Your doctor will recommend this when they believe that you may be able to return to work with some support from your employer. Sometimes it may not be possible for your employer to act on the doctor's advice and you will not be able to return to work until you have further recovered. You do not need to get a further Statement from your doctor to confirm this.

If you are employed
If you are not fit for work, or your employer cannot support your return to work, your employer should consider paying Statutory Sick Pay (SSP) based on the information provided. If SSP cannot be paid, or your SSP is ending, your employer will give you form SSP1 to claim social security benefits. If you are self-employed, you may be able to claim social security benefits because of your health condition.

Social security benefit claimants
If you are claiming social security benefits because of your health condition, send this form to your Jobcentre Plus office. If you are claiming social security benefits for any other reason, you should contact a Personal Adviser to discuss the advice on the form. If you do any work you must inform Jobcentre Plus of your change of circumstances.

If you want to make a new claim to social security benefits you can:
- download a claim form at **www.direct.gov.uk/benefits**, or
- phone **0800 055 6688** (8am to 6pm Monday to Friday). Textphone users call **0800 023 4888**.

Your details – Please use BLOCK CAPITALS

Surname	Mr, Mrs, Miss, Ms AARON
Other names	SAMUEL , GRAHAM
Address	10 Charlesbury Avenue Leeds Postcode SW8 3QJ
Date of birth	29 / 07 / 1954
National Insurance (NI) number	

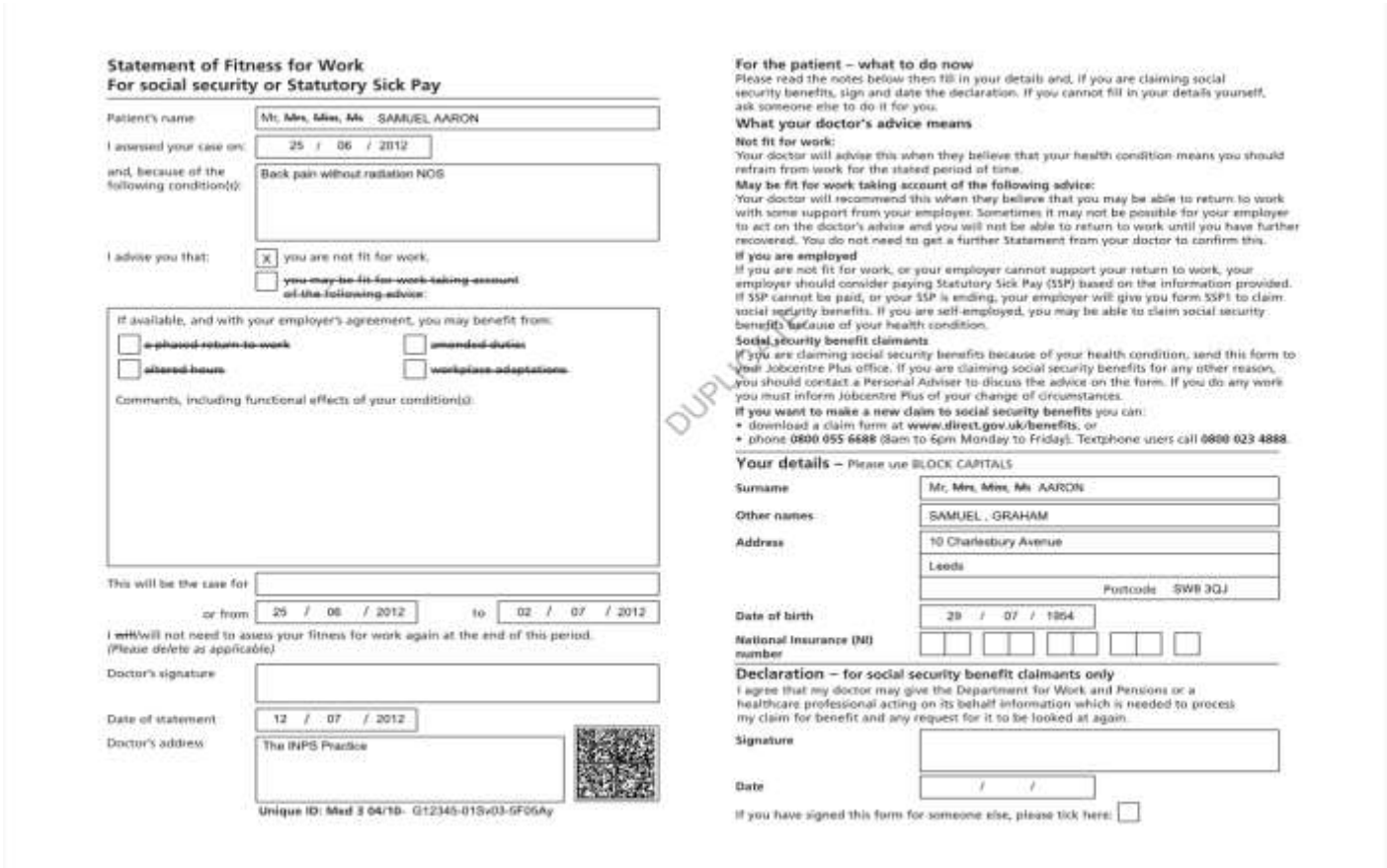
Declaration – for social security benefit claimants only
I agree that my doctor may give the Department for Work and Pensions or a healthcare professional acting on its behalf information which is needed to process my claim for benefit and any request for it to be looked at again.

Signature:

Date: / /

If you have signed this form for someone else, please tick here: [ ]

MED3 Doctor's Statement - Duplicate



Statement of Fitness for Work
For social security or Statutory Sick Pay

Patient's name: Mr, ~~Mrs, Miss, Ms~~ SAMUEL AARON

I assessed your case on: 25 / 06 / 2012

and, because of the following condition(s): Back pain without radiation NOS

I advise you that:
- [X] you are not fit for work.
- [ ] ~~you may be fit for work taking account of the following advice~~

If available, and with your employer's agreement, you may benefit from:
- [ ] ~~a phased return to work~~
- [ ] ~~amended duties~~
- [ ] ~~altered hours~~
- [ ] ~~workplace adaptations~~

Comments, including functional effects of your condition(s):

This will be the case for:

or from 25 / 06 / 2012 to 02 / 07 / 2012

I ~~will~~/will not need to assess your fitness for work again at the end of this period.
(Please delete as applicable)

Doctor's signature:

Date of statement: 12 / 07 / 2012

Doctor's address: The INPS Practice

Unique ID: Med 3 04/10- G12345-01Sv03-GF05Ay

DUPLICATE

For the patient – what to do now

Please read the notes below then fill in your details and, if you are claiming social security benefits, sign and date the declaration. If you cannot fill in your details yourself, ask someone else to do it for you.

What your doctor's advice means

Not fit for work:
Your doctor will advise this when they believe that your health condition means you should refrain from work for the stated period of time.

May be fit for work taking account of the following advice:
Your doctor will recommend this when they believe that you may be able to return to work with some support from your employer. Sometimes it may not be possible for your employer to act on the doctor's advice and you will not be able to return to work until you have further recovered. You do not need to get a further Statement from your doctor to confirm this.

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Other names: SAMUEL , GRAHAM

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Postcode SW8 3QJ

Date of birth: 29 / 07 / 1954

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Date: / /

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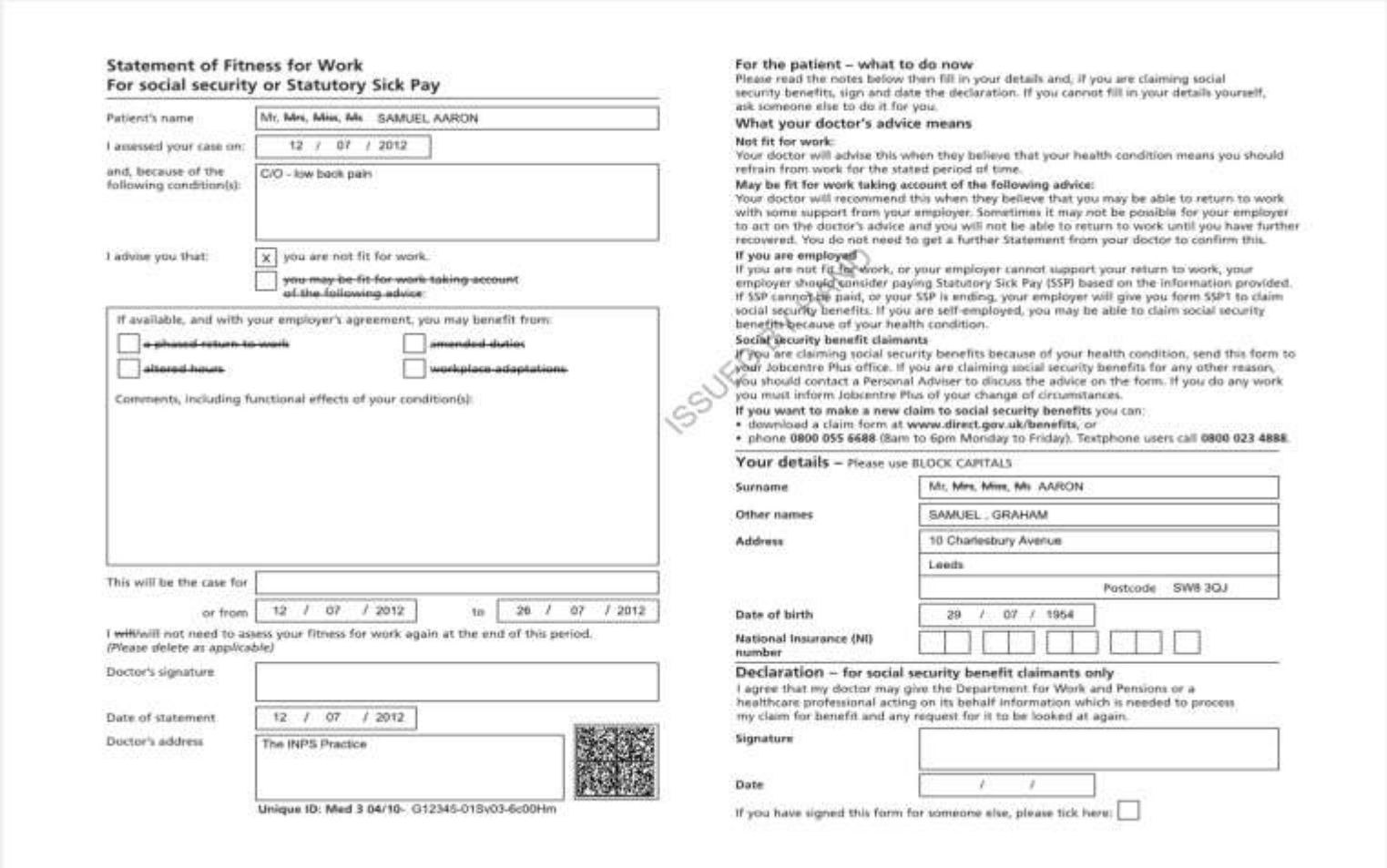
MED3 Doctor's Statement - Issued By Hand



Statement of Fitness for Work
For social security or Statutory Sick Pay

Patient's name: Mr, ~~Mrs, Miss, Ms~~ SAMUEL AARON

I assessed your case on: 12 / 07 / 2012

and, because of the following condition(s): C/O - low back pain

I advise you that:
- [X] you are not fit for work.
- [ ] ~~you may be fit for work taking account of the following advice:~~

If available, and with your employer's agreement, you may benefit from:
- [ ] ~~a phased return to work~~
- [ ] ~~amended duties~~
- [ ] ~~altered hours~~
- [ ] ~~workplace adaptations~~

Comments, including functional effects of your condition(s):

This will be the case for

or from 12 / 07 / 2012 to 26 / 07 / 2012

I ~~will~~/will not need to assess your fitness for work again at the end of this period.
(Please delete as applicable)

Doctor's signature

Date of statement 12 / 07 / 2012

Doctor's address: The INPS Practice

Unique ID: Med 3 04/10- G12345-01Sv03-6c00Hm

For the patient – what to do now
Please read the notes below then fill in your details and, if you are claiming social security benefits, sign and date the declaration. If you cannot fill in your details yourself, ask someone else to do it for you.

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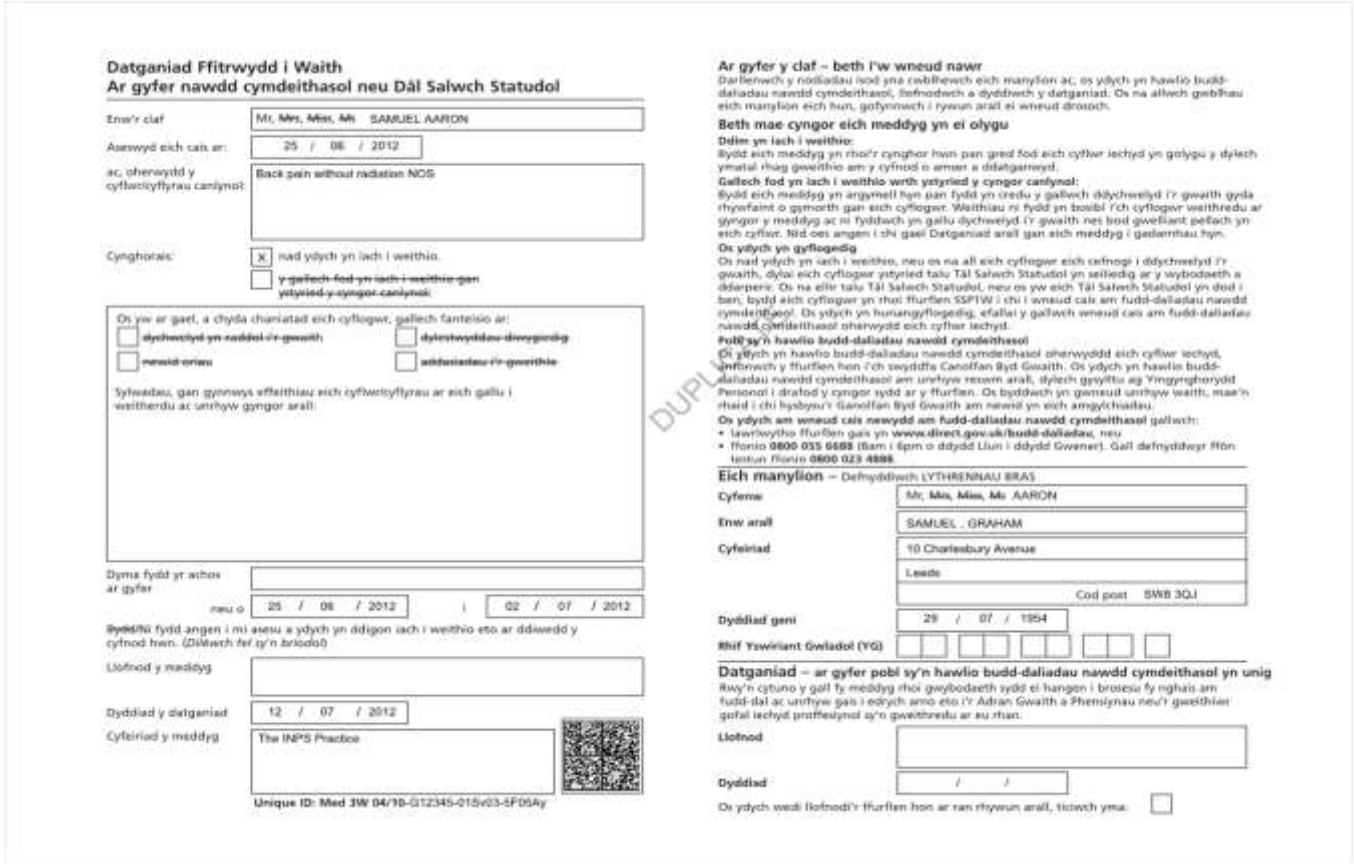
Signature

Date / /

If you have signed this form for someone else, please tick here: [ ]

ISSUED BY HAND

MED3 Doctor's Statement - Welsh



Datganiad Ffitrwydd i Waith
Ar gyfer nawdd cymdeithasol neu Dâl Salwch Statudol

Enw'r claf: Mr, ~~Mrs, Miss, Ms~~ SAMUEL AARON

Aseswyd eich cais ar: 25 / 06 / 2012

ac, oherwydd y cyflwr(cyflyrau) canlynol: Back pain without radiation NOS

Cynghorais: [X] nad ydych yn iach i weithio.
[ ] ~~y gallech fod yn iach i weithio gan ystyried y cyngor canlynol:~~

Os yw ar gael, a chyda chaniatad eich cyflogwr, gallech fanteisio ar:
[ ] ~~dychweliyd yn raddol i'r gwaith~~ [ ] ~~dyletswyddau dwygyrdig~~
[ ] ~~newid oriau~~ [ ] ~~addasiadau i'r gweithle~~

Sylwadau, gan gynnwys effeithiau eich cyflwr(cyflyrau) ar eich gallu i weithredu ac unrhyw gyngor arall:

Dyma fydd yr achos ar gyfer: neu o 25 / 06 / 2012 i 02 / 07 / 2012

~~Bydd/Ni~~ fydd angen i mi asesu a ydych yn ddigon iach i weithio eto ar ddiwedd y cyfnod hwn. *(Dileuwch fel sy'n briodol)*

Llofnod y meddyg:

Dyddiad y datganiad: 12 / 07 / 2012

Cyfeiriad y meddyg: The INPS Practice

Unique ID: Med 3W 04/10-012345-015v03-5F05Ay

DUPLICATE

Ar gyfer y claf – beth i'w wneud nawr
Darllenwch y nodiadau isod yna cwblhewch eich manylion ac, os ydych yn hawlio budd-daliadau nawdd cymdeithasol, llofnodwch a dyddiwch y datganiad. Os na alliwch gwblhau eich manylion eich hun, gofynnwch i rywun arall ei wneud drosoch.

Beth mae cyngor eich meddyg yn ei olygu

Ddim yn iach i weithio:
Bydd eich meddyg yn rhoi'r cynghor hwn pan gred fod eich cyflwr iechyd yn golygu y dylech ymatal rhag gweithio am y cyfnod o amser a ddatganeyd.

Gallech fod yn iach i weithio wrth ystyried y cyngor canlynol:
Bydd eich meddyg yn argymell hyn pan fydd yn credu y gallwch ddychwelyd i'r gwaith gyda rhywfaint o gymorth gan eich cyflogwr. Weithiau ni fydd yn bosibl i'ch cyflogwr weithredu ar gyngor y meddyg ac ni fyddwch yn gallu dychwelyd i'r gwaith nes bod gweiliant pellach yn eich cyflwr. Nid oes angen i chi gael Datganiad arall gan eich meddyg i gadarnhau hyn.

Os ydych yn gyflogedig
Os nad ydych yn iach i weithio, neu os na all eich cyflogwr eich cefnogi i ddychwelyd i'r gwaith, dylai eich cyflogwr ystyried talu Tâl Salwch Statudol yn seiliedig ar y wybodaeth a ddarperir. Os na ellir talu Tâl Salwch Statudol, neu os yw eich Tâl Salwch Statudol yn dod i ben, bydd eich cyflogwr yn rhoi ffurflen SSP1W i chi i wneud cais am fudd-daliadau nawdd cymdeithasol. Os ydych yn hunangyflogedig, efallai y gallwch wneud cais am fudd-daliadau nawdd cymdeithasol oherwydd eich cyflwr iechyd.

Pobl sy'n hawlio budd-daliadau nawdd cymdeithasol
Os ydych yn hawlio budd-daliadau nawdd cymdeithasol oherwydd eich cyflwr iechyd, unfonwch y ffurflen hon i'ch swyddfa Canolfan Byd Gwaith. Os ydych yn hawlio budd-daliadau nawdd cymdeithasol am unrhyw reswm arall, dylech gysylltu ag Yngynghorydd Personol i drafod y cyngor sydd ar y ffurflen. Os byddwch yn gwneud unrhyw waith, mae'n rhaid i chi hysbysu'r Ganolfan Byd Gwaith am newid yn eich amgylchiadau.

Os ydych am wneud cais newydd am fudd-daliadau nawdd cymdeithasol gallwch:
- lawrlwytho ffurflen gais yn **www.direct.gov.uk/budd-daliadau**, neu
- ffonio **0800 055 6688** (8am i 6pm o ddydd Llun i ddydd Gwener). Gall defnyddwyr ffôn testun ffonio **0800 023 4888**.

Eich manylion – Defnyddiwch LYTHRENNAU BRAS

Cyfenw: Mr, ~~Mrs, Miss, Ms~~ AARON

Enw arall: SAMUEL . GRAHAM

Cyfeiriad: 10 Charlesbury Avenue
Leeds
Cod post SW8 3QJ

Dyddiad geni: 29 / 07 / 1954

Rhif Yswiriant Gwladol (YG):

Datganiad – ar gyfer pobl sy'n hawlio budd-daliadau nawdd cymdeithasol yn unig
Rwy'n cytuno y gall fy meddyg rhoi gwybodaeth sydd ei hangen i brosesu fy nghais am budd-dal ac unrhyw gais i edrych arno eto i'r Adran Gwaith a Phensiynau neu'r gweithiwr gofal iechyd proffesiynol sy'n gweithredu ar eu rhan.

Llofnod:

Dyddiad: / /

Os ydych wedi llofnodi'r ffurflen hon ar ran rhywun arall, ticiwch yma: [ ]

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